

**Enrolled Memorandum of the Meeting  
Regular Study Session/Meeting  
Twenty-Eighth Town Council of Highland  
Monday, September 18, 2017**

The regular study session of the Twenty-Eighth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana, in the plenary meeting room on **Monday, September 18, 2017** at the time of 7:01 o'clock p.m.

**Silent Roll Call:** Councilors Dan Vassar, Bernie Zemen, Mark A. Herak, and Konnie Kuiper were present. Councilor Steve Wagner was absent. A quorum was attained. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings.

*Also Present:* Rhett L. Tauber, Town Attorney; Kathy DeGuilio-Fox, Redevelopment Director; Kenneth J. Mika, Building Commissioner; Patrick Krull, Member of the Board School Trustees; Ed Dabrowski, IT Consultant (Contract); and Susan Murovic, Advisory Board of Zoning Appeals were also present.

*Guests Present:* James L. Wieser, Attorney at law; and Matt Felder, View Outdoor, Incorporated were also present.

**General Substance of Matters Discussed or Proposed**

**1. Discussion on the VIEW Outdoor Advertising, LLC., which is coincident and aligned with the pending Use Variance at 8200 block of Indianapolis Boulevard, Highland, Indiana.**

The Town Council, the Town Attorney, James L. Wieser and Matt Felder of View Outdoor, Inc., discussed an agreement for an exchange of property located at the site of the former Stan's Bait Shop, located approximately at the 8200 Indianapolis Boulevard, Highland, and contiguous properties. It was noted that the terms of the agreement were contingent upon the successful approval of a use variance to allow the construction of a two-sided electronic light emitting diode (LED) billboard sign at the site.

The Town Attorney reviewed the agreement and its terms ad seriatim, explaining its provisions to the Town Council. It was noted that in the agreement an easement was retained for the use of View Outdoor, LLC in order to permit the construction of the outdoor sign.

The Town Attorney explained that for the properties that were the subject of unsuccessful tax sales and held by the Board of Commissioners of Lake County, application for a transfer to the municipality would be sought.

The Town Council, the Town Attorney, the Town Clerk-Treasurer and Mr. Felder discussed the provisions granting access for public messaging on the board. It was noted that there was a provision requiring one-year notice if possible. It was noted that for public emergencies this would be waived. The allocation was for a message, 8 to 10 seconds in length rotated to accumulate 24 hours, every quarter.

It was noted most questions were addressed and the matter would be taken up at the Town Council meeting of Monday, September 25, 2017, where the ABZA Variance would be acted upon as well.

**2. Discuss request to create a new special law enforcement detail styled as Mobile Park Patrol to be paid at straight pay of the officer assigned, outside of**

**the Garcia Guidance.** The Clerk-Treasurer presented a request from the Police chief to create a new special detail pay category. It was noted that he would need additional time to prepare the necessary amendment.

The Clerk-Treasurer asked the Town Council to consider whether it wanted to pay the straight time rate for any rank including command staff to work the detail for new category of park patrol. There was no feedback. The following summary was prepared and placed before the Town Council in its packet:

**Current Provisions from Section 10(G) of the most recently adopted Wage and Salary Ordinance:**

**(G) Special Detail Pay Provisions:**

- (1) Overtime provisions of the Compensation and Benefits Ordinance notwithstanding, the following special assignments or details will be paid at the following rate:

Special Duty/Highland Grove Security Detail: \$ 20 per hour\*\*

*\*\*Or at an hourly rate fixed as set forth in an agreement or memorandum authorized by ordinance of the municipality providing for special patrol zones and related agreements.*

- (2) Overtime provisions of the Compensation and Benefits Ordinance notwithstanding, the following special assignments or details will be paid at the following rate:

Special Community Events sponsored by the Municipality by one or more of its executive Departments, agencies, or councils:

1.5 times the base hourly wage rate of  
1st Class Patrol Officer (w/o  
longevity.)

*(Proposed)*

**Mobile Park Patrol**

**Paid at the hourly rate of the assigned officer without the multiplier provided it does not violate the FLSA (this would include any officer regardless of rank)**

- (3) Overtime provisions of the Compensation and Benefits Ordinance notwithstanding, the following special assignments or details will be paid at 1.5 times the composite rate (base rate plus longevity rate) of the assigned officer for hours performing the special assignment, provided such rate is lawful and authorized under the terms of the supporting grant:

Lake County Task Drug Task Force  
Grant Supported Special Law Enforcement Detail(s) or Patrols  
(OWI; DWI; Sobriety Checks/Domestic Violence Duties)

- (4) No rate of pay may be fixed for any regular duty or special detail or described employment, regardless of the source of funds, that has not been authorized or provided for in this Wage and Salary Ordinance as amended in effect or the Compensation and Benefits Ordinance as amended and in effect;

**Relevant Section taken from the Compensation and Benefits Ordinance:**

**§ 4.03.07** Criminal Investigations Division officers and other officers assigned to a twenty-eight day work cycle must work one hundred seventy-one (171) physical hours before being paid at time and one-half during the twenty-eight day cycle. Any overtime hours under one hundred seventy-two (172) will be paid at straight time.

Straight-time (hour for hour) in the form of compensatory time or the employee's hourly rate of pay, will be given for overtime worked up to the FLSA maximums, at which the rate of payment will be one and one half time, in the form of compensatory time or the employee's hourly rate of pay, for those hours worked above the maximums as set forth in the FLSA overtime rules.

- 3. Discuss the WOW Agreement that involves consenting to transferring the provisions and terms of the agreement with SIGECOM Communications, to Verizon or one of its affiliates.** The Town Council previously approved an agreement in 2015 to license access to rights of way. The October 2015 agreement provided for a 10-year term with an upfront payment of \$2,000 and then an annual

payment for the license in the ROW of \$2,000 each year. Owing to the acquisition of SIGECOM by Verizon, the current license required a new agreement and consent to allow the change in ownership to Verizon or one of its subsidiaries.

The Town Council discussed whether to seek to increase the annual license fee from the earlier terms, perhaps by \$500. The Town Clerk-Treasurer was instructed to place the matter on the September 25, 2017 agenda.

4. **Discuss the amendment to the Compensation and Benefits Ordinance granting a COLA to the employers' contributions for the Health Savings Accounts.** *Since inception, the ration of shared savings had been at 70/30% based upon the premiums then in place. The fixed sums have not been changed for several years. In 2018, based upon the premiums offered, the actual percentages have eroded to approximately 63% of savings (the difference between the high deductible plan and the regular PPO plan). Further, owing to IRS regulatory changes the minimum out of pocket to qualify for the H.S.A., is increasing from \$2,600 to \$2,700. I am showing you a matrix representing my recommendation to return us to the former ratio. It would be effective in 2018. (See accompanying documents)*

Health Savings Accounts		Our original ratio was 70/30 meaning we shared 70 % of savings with employee						
Employer Contributions		It had eroded over time with increases in premiums			FY 2017			
GROUP MEDICAL/HEALTH INSURANCE	Employer Quarterly Contribution	Annualized amount	PPO Plan regular deductible Monthly Premium	Annualized amount	HIGH DEDUCTABLE PLAN Monthly premium	Annualized amount	Savings Between the Plans	Percentage returned to the workers
Employee only	\$ 225.00	\$ 900.00	\$ 694.74	\$ 8,336.88	\$ 585.35	\$ 7,024.20	\$ 1,312.68	68.6%
Employee with Child(ren)	\$ 429.50	\$ 1,718.00	\$ 1,319.98	\$ 15,839.76	\$ 1,112.16	\$ 13,345.92	\$ 2,493.84	68.9%
Employee with Spouse	\$ 452.25	\$ 1,809.00	\$ 1,389.43	\$ 16,673.16	\$ 1,170.68	\$ 14,048.16	\$ 2,625.00	68.9%
Family Coverage	\$ 655.75	\$ 2,623.00	\$ 2,014.69	\$ 24,176.28	\$ 1,697.52	\$ 20,370.24	\$ 3,806.04	68.9%
<i>If no change in the Employer Health Savings Account contributions</i>				FY 2018				
GROUP MEDICAL/HEALTH INSURANCE	Employer Quarterly Contribution	Annualized amount	PPO Plan regular deductible Monthly Premium	Annualized amount	HIGH DEDUCTABLE PLAN Monthly premium	Annualized amount	Savings Between the Plans	Percentage returned to the workers
Employee only	\$ 225.00	\$ 900.00	\$ 754.49	\$ 9,053.88	\$ 635.69	\$ 7,628.28	\$ 1,425.60	63.1%
Employee with Child(ren)	\$ 429.50	\$ 1,718.00	\$ 1,433.50	\$ 17,202.00	\$ 1,207.81	\$ 14,493.72	\$ 2,708.28	63.4%
Employee with Spouse	\$ 452.25	\$ 1,809.00	\$ 1,508.92	\$ 18,107.04	\$ 1,271.36	\$ 15,256.32	\$ 2,850.72	63.5%
Family Coverage	\$ 655.75	\$ 2,623.00	\$ 2,187.95	\$ 26,255.40	\$ 1,843.51	\$ 22,122.12	\$ 4,133.28	63.5%
<b>PROPOSED CHANGES to EMPLOYER CONTRIBUTION</b>				FY 2018				
GROUP MEDICAL/HEALTH INSURANCE	Employer Quarterly Contribution	Annualized amount	PPO Plan regular deductible Monthly Premium	Annualized amount	HIGH DEDUCTABLE PLAN Monthly premium	Annualized amount	Savings Between the Plans	Percentage returned to the workers
Employee only	\$ 245.25	\$ 981.00	\$ 754.49	\$ 9,053.88	\$ 635.69	\$ 7,628.28	\$ 1,425.60	68.8%
Employee with Child(ren)	\$ 474.00	\$ 1,896.00	\$ 1,433.50	\$ 17,202.00	\$ 1,207.81	\$ 14,493.72	\$ 2,708.28	70.0%
Employee with Spouse	\$ 499.00	\$ 1,996.00	\$ 1,508.92	\$ 18,107.04	\$ 1,271.36	\$ 15,256.32	\$ 2,850.72	70.0%
Family Coverage	\$ 723.00	\$ 2,892.00	\$ 2,187.95	\$ 26,255.40	\$ 1,843.51	\$ 22,122.12	\$ 4,133.28	70.0%

Note: IRS increased the minimum out of pocket to qualify for High Deductible from \$2,600 for individual to \$2,700

The Town Clerk-Treasurer presented a series of reports showing the erosion of the shared costs as an incentive for workers to enroll in the high deductible plan for group health insurance. The Clerk-Treasurer presented the amount of savings each year that was still enjoyed by the Town as employer and encouraged the Town Council to make a change to the fixed amounts of employer contributions to workers health savings accounts, and restore the original ratios of shared savings for employees and employer.

The Town Clerk-Treasurer also indicated that he participated in the high deductible plan in the interest of full disclosure. He further discussed the overall premium

increases from 2013 to 2018 to the group health plans as part of the AIM (formerly IACT) Medical Trust. It was noted that from 2013 through to next year's known increase of 8.6%, the premiums have always been lower than medical inflation. Further, the recent increases were attributable to significant claims activity exceeding the expected claims. The average increase overall remained at 4.05% for the time period discussed.

The Town Council President instructed that the matter be placed on the agenda for Monday, September 25, 2017.

IACT AIM Medical Trust Rate History			FY 2013		In all years beating Medical Inflation			
GROUP MEDICAL/HEALTH INSURANCE	PPO Plan regular deductible Monthly Premium Plan B	Enrollment	Annualized amount	HIGH DEDUCTABLE PLAN Monthly premium Plan F	Average Increase in six years		Enrollment	Savings
					Annualized amount	Percentage Increase over prior year		
Employee only	\$ 621.75	36	\$ 7,461.00	\$ 523.86	\$ 6,286.32	4.4%	2	\$ 704.81
Employee with Child(ren)	\$ 1,181.31	8	\$ 14,175.72	\$ 995.33	\$ 11,943.96	4.4%	-	\$ -
Employee with Spouse	\$ 1,243.47	16	\$ 14,921.64	\$ 1,047.70	\$ 12,572.40	4.4%	-	\$ -
Family Coverage	\$ 1,803.04	45	\$ 21,636.48	\$ 1,519.18	\$ 18,230.16	4.4%	-	\$ -
								<b>\$ 704.81</b>
			FY 2014					
GROUP MEDICAL/HEALTH INSURANCE	PPO Plan regular deductible Monthly Premium	Enrollment	Annualized amount	HIGH DEDUCTABLE PLAN Monthly premium	Annualized amount	Percentage Increase over prior year	Enrollment	Savings
Employee only	\$ 639.78	33	\$ 7,677.36	\$ 539.05	\$ 6,468.60	2.9%	5	\$ 1,813.14
Employee with Child(ren)	\$ 1,215.57	8	\$ 14,586.84	\$ 1,024.19	\$ 12,290.28	2.9%	-	
Employee with Spouse	\$ 1,279.53	18	\$ 15,354.36	\$ 1,078.08	\$ 12,936.96	2.9%	-	
Family Coverage	\$ 1,855.33	41	\$ 22,263.96	\$ 1,563.24	\$ 18,758.88	2.9%	1	\$ 1,051.52
								<b>\$ 2,864.66</b>
			FY 2015					
GROUP MEDICAL/HEALTH INSURANCE	PPO Plan regular deductible Monthly Premium	Enrollment	Annualized amount	HIGH DEDUCTABLE PLAN Monthly premium	Annualized amount	Percentage Increase over prior year	Enrollment	Savings
Employee only	\$ 649.38	27	\$ 7,792.56	\$ 547.14	\$ 6,565.68	1.5%	13	\$ 4,784.83
Employee with Child(ren)	\$ 1,233.80	10	\$ 14,805.60	\$ 1,039.55	\$ 12,474.60	1.5%	1	\$ 699.30
Employee with Spouse	\$ 1,298.72	18	\$ 15,584.64	\$ 1,094.25	\$ 13,131.00	1.5%	1	\$ 736.09
Family Coverage	\$ 1,883.16	33	\$ 22,597.92	\$ 1,586.69	\$ 19,040.28	1.5%	5	\$ 5,336.46
								<b>\$ 11,556.68</b>
			FY 2016					
GROUP MEDICAL/HEALTH INSURANCE	PPO Plan regular deductible Monthly Premium	Enrollment	Annualized amount	HIGH DEDUCTABLE PLAN Monthly premium	Annualized amount	Percentage Increase over prior year	Enrollment	Savings
Employee only	\$ 659.77	32	\$ 7,917.24	\$ 555.89	\$ 6,670.68	1.6%	14	\$ 5,235.55
Employee with Child(ren)	\$ 1,253.54	7	\$ 15,042.48	\$ 1,056.18	\$ 12,674.16	1.6%	1	\$ 710.50
Employee with Spouse	\$ 1,319.50	16	\$ 15,834.00	\$ 1,111.76	\$ 13,341.12	1.6%	1	\$ 747.86
Family Coverage	\$ 1,913.29	34	\$ 22,959.48	\$ 1,612.08	\$ 19,344.96	1.6%	8	\$ 8,674.85
								<b>\$ 15,368.76</b>

Memorandum of Meeting  
Monday, September 18, 2017

		FY 2017						
GROUP MEDICAL/HEALTH INSURANCE	PPO Plan regular deductible Monthly Premium	Enrollment	Annualized amount	HIGH DEDUCTABLE PLAN Monthly premium	Annualized amount	Percentage Increase over prior year	Enrollment	Savings
Employee only	\$ 694.74	32	\$ 8,336.88	\$ 585.35	\$ 7,024.20	5.3%	14	\$ 5,697.03
Employee with Child(ren)	\$ 1,319.98	7	\$ 15,839.76	\$ 1,112.16	\$ 13,345.92	5.3%	2	\$ 1,546.18
Employee with Spouse	\$ 1,389.43	16	\$ 16,673.16	\$ 1,170.68	\$ 14,048.16	5.3%	1	\$ 813.75
Family Coverage	\$ 2,014.69	34	\$ 24,176.28	\$ 1,697.52	\$ 20,370.24	5.3%	7	\$ 8,259.11 <u>\$ 16,316.07</u>
		FY 2018						
GROUP MEDICAL/HEALTH INSURANCE	PPO Plan regular deductible Monthly Premium	Enrollment	Annualized amount	HIGH DEDUCTABLE PLAN Monthly premium	Annualized amount	Percentage Increase over prior year	Enrollment	
Employee only	\$ 754.49	-	\$ 9,053.88	\$ 635.69	\$ 7,628.28	8.6%	-	
Employee with Child(ren)	\$ 1,433.50	-	\$ 17,202.00	\$ 1,207.81	\$ 14,493.72	8.6%	-	
Employee with Spouse	\$ 1,508.92	-	\$ 18,107.04	\$ 1,271.36	\$ 15,256.32	8.6%	-	
Family Coverage	\$ 2,187.95	-	\$ 26,255.40	\$ 1,843.51	\$ 22,122.12	8.6%	-	

5. **Discuss possible change of meeting dates for the budget process to accommodate work travel schedule for council membership.** It was noted that no change was desirable for the meetings in October. The schedule involving the Town Council and the budget hearings would remain as planned and be coincident with the standing plenary business meeting schedules.

Monday, October 2: Study Session • Redevelopment Commission  
Monday, October 9: Plenary Business meeting/Budget Pre-adoption Hearing  
Monday, October 16: Study Session • Redevelopment Commission  
Monday, October 23: Plenary Business meeting/Budget Adoption Hearing  
Monday, October 30: Fifth Monday, no meeting

There being no further business necessary or desired to be discussed by the Town Council, the regular study session of the Town Council of **Monday, September 18, 2017**, was adjourned at 7:47 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer